
1. The first step is to identify the problem or question that needs to be answered. This involves understanding the context and the specific requirements of the task.

Potter, formerly of Bessener, N. Y., who lived next east of the blacksmith shop, was burned in his dwelling. Funeral tomorrow. His sister, who lived with him, had a narrow escape. Mr. Potter was about 60 years of age. The buildings were all of frame and stood close together, and several families lost most of their furniture. Estimated total loss, \$5,000; no insurance. Supposed to be incendiary.

Work on the new court house is progressing finely, the walls of the first story being nearly completed. COOPER.